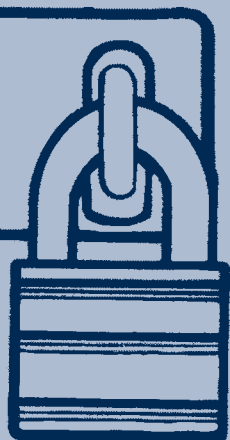


### SAFETY TIPS

- Don't take short cuts
- Never loan a lock or key
- Lock out all energy sources
- Test to be sure
- Remove only your key
- Difficulties/questions ask your supervisor

For further information,  
visit our website at  
[www.michigan.gov/miosha](http://www.michigan.gov/miosha)



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*ADDITIONAL  
LOCK OUT SAFETY  
LITERATURE AVAILABLE  
FREE FROM THE  
C.E.T. DIVISION*



LOCK-OUT STICKERS – CET #0400

Sample  
Lock-Out  
Procedures  
OSC-112A

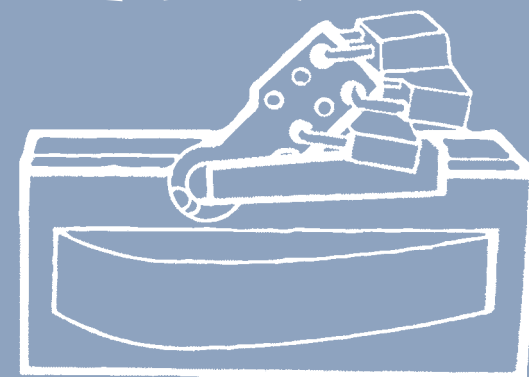
POSTER – CET #0309



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# Power-Save Lock-Out Stickers



## Why Lock-Out Requirements?

They are required under Michigan Occupational Safety and Health Act (MIOSHA) Standards, of course but mainly because lock-out requirements save lives and prevent injury.

As machinery and equipment become more complex to operate and service, the set-up people, operators, and service personnel are provided with greater safeguards when proper lock-out procedures are followed. Also, unexpected machinery movement or energy release is prevented.

## Who is Responsible For Such a Policy?

Everyone. However, management must establish and enforce.

1. ENERGY CONTROL PROGRAM
2. SPECIFIC ENERGY CONTROL PROCEDURES

These procedures must be documented so all personnel are aware and comply with them.

Management shall train AUTHORIZED EMPLOYEES in the function of the energy control program and make sure they have the knowledge and skills required for safe application, usage and removal of energy control devices.

Management must train AFFECTED EMPLOYEES in the purpose and use of the energy control procedure. All other employees whose work operations are or may be in an area where energy control procedures may be utilized shall be instructed about the procedure, and about the prohibition relating to attempts to restart or reenergize machines or equipment which are locked out or tagged out.

Note: shall — mandatory  
should — recommended

## Is There More Than One Type of Lock-Out System?

Yes, there are several. Although electrical disconnects are typically thought of, there should also be lock-out provisions for compressed air, hydraulics, and steam valves.

Their purpose is to lock out energy sources that could cause injury from unexpected motion or energy release.

## May Power Lock-Out Tags Be Used Instead of Locks?

The General Industry Safety Standard, Part 85., The Control of Hazardous Energy Sources does allow the use of tags under certain conditions. However, if you are covered by one of the specific standards that requires locks, then tags cannot be used. MIOSHA does not recommend the use of tags alone.

Because tags are too easily removed or have dual meanings tags should never be substituted where locks are required. Too many times they are ignored and are not entirely clear in meaning to everyone.

The use of doe or safety blocks does not constitute a lock-out.

## What Are the Proper Procedures to Follow?

Because lock-out procedure will differ, depending on type of machines or equipment, specific policies must be established for each company. The more complex an operation, the more expanded the procedure should be. On the back of this brochure is information for requesting additional information on setting up a lock-out procedure.

## Is There Somewhere to Get Help Setting Up a Lock-Out Program?

Yes, there is, and it's free.

Two sources of help are available to employers in establishing an effective lock-out program: the Onsite Consultation program or the Traditional Consultation Services of the CONSULTATION, EDUCATION AND TRAINING DIVISION.

Each is designed to offer professional safety training, not only in lock-out requirements but all areas of on-the-job safety as well.

To find out about these services, call 517-322-1809.

